

Board of Health Meeting – November 13, 2017 1:30 PM – Minutes

Present: Bob Boyle, David Hammer, Carol Korn, Kristie Lueck, Chris Fortin, Tony Ruesga, Lois Finnigan, Danielle Steger, Lee Gill, Erin Hastert.

Meeting called to order by Bob at 1:30 pm

Stegman verified the agenda was posted at the Courthouse, City Municipal Building, Health Department, Hospital, County K Building, County website and e-mailed to the press.

Motion made by Ruesga to add 5e to the agenda to discuss having a closed session, 2nd by Hammer to approve the revision to the agenda. Motion carried.

Due to printer issues and vacancy of Administrative Deputy, minutes from prior meetings unavailable at this time. Will review all minutes at next meeting.

Agency Financial Reports

- Due to printer issues financials are unavailable at this time.
- Approval of invoices. Discussion of dialer alarm on vaccine fridge – new requirement as of January 1 that is state required. Motion by Ruesga to approve invoices, 2nd by Hammer. Motion carried.
- Overtime, due to printer issues overtime report is unavailable at this time. Everyone has some overtime, will present actual numbers at the next meeting
- WIMCR update. Steger working to sort the report and make final changes. Auditors looking for \$100-120/hour to review numbers for the report. Current contract with WIPFLI is set for hours, does not specifically state anything regarding an audit. Boyle to contact regarding corp counsel to find resolution on help with the audit.
- Discussion of closed session; is it necessary? Decided a closed session is not needed, overall agreement that going forward communication should go to all to avoid missing any important points.

Personnel Updates

- Introduction of Jackie Ragotzkie – New Administrative Deputy, started 11/13/17.
- Health Officer vacancy update. Possible interview tentatively set for Friday 11/17 at 11:00 AM. Sent resume and cover letter to Madison for review. Response does not have a conclusion on whether or not she meets all of the qualifications based on resume and cover letter. Need to find out if she has any experience with communicable disease. Need to maintain level 2 status.
 - Motion by Hammer to go to finance for review of increase salary to \$70,000, 2nd by Korn.
 - Look into posting on WPHA website

Next Board of Health Meeting: Monday, December 11, 2017 1:30 PM

Adjournment Motion made by Hammer, 2nd by Lueck. Motion carried.

Bob Boyle, Chairman	
Carol Korn	
Kristie Lueck	
Tony Ruesga	
Lois Finnigan	
David Hammer	
Chris Fortin	